

# Improving EDA's Investment Approval Process

Competitive. Transparent. Efficient.



# EDA is improving its internal processes in order to enhance the timeliness and competitiveness of its grant-making.

## Why?

- To significantly reduce the time it takes for the agency to evaluate each application.
- To build on EDA's exemplary levels of customer service.



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## Programs Affected

The changes will impact the following EDA programs:

- Public Works
- Economic Adjustment Assistance
- Global Climate Change Mitigation Incentive Fund



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## A Commitment to Our Customers

**There are four key elements to EDA's grant application process:**

**Continuous technical assistance and customer service**

**Quarterly rounds of funding**

**Competitive selection framework**

**Enhanced responsiveness**

## Continuous technical assistance and customer service

- EDA regional office staff will conduct a preliminary review of an application's completeness and competitiveness within 15 business days of receipt.
- Applicants who wish to receive feedback prior to a quarterly deadline should submit their application for preliminary review sufficiently in advance to allow time for constructive feedback.
- Based on this feedback, the applicant may revise, improve, and/or supplement their application for EDA consideration.

## Quarterly rounds of funding

- Each fiscal year, EDA will consider applications in four funding cycles. Deadlines will be published on EDA's website and at [www.grants.gov](http://www.grants.gov).
- In order to be considered for funding during a cycle, an application must be complete.
- Applicants that submit an application deemed incomplete or non-competitive will be notified and given the opportunity to submit a revised application for a subsequent funding cycle.



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# Competitive selection framework

All applications will be evaluated based on their ability to satisfy five core evaluation criteria:

1. National Strategic Priorities
2. Economically Distressed and Underserved Communities
3. Return on Investment
4. Collaborative Regional Innovation
5. Public/Private Partnerships



## Competitive selection framework

- If EDA regional staff finds that a project is highly competitive or competitive based on these evaluation criteria, the project will then be evaluated by the regional office's Investment Review Committee.
- The Committee, composed of EDA professionals, will meet each quarter to analyze and recommend proposals to the EDA Regional Director for that quarter's available funding.



## Enhanced responsiveness

- To ensure our clients receive a timely response, EDA has set internal deadlines for investment decisions.
- Applicants who submit a complete application prior to the quarterly deadline will be notified of EDA's selection decision within 20 business days of that deadline.
- For example, an applicant who submits an application by December 15<sup>th</sup> will be notified of EDA's decision by January 14<sup>th</sup>.

## Process Improvement Goals

**With these changes, EDA's clients can expect:**

**Efficiency**

**Accountability**

**Competitiveness**

**Transparency**



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## Efficiency

By notifying applicants of EDA's selection decisions within 20 business days of the deadline, communities can budget and plan more effectively.

## Accountability

The new process includes a set of deadlines for responses that EDA will hold itself accountable to internally.

## Competitiveness

Assessing all projects against the same set of criteria will enhance EDA's ability to select those projects that will have greatest impact.

## Transparency

Creating a formal mechanism for early feedback on projects, clearly defined and consistent evaluation criteria, and standardized evaluation tools will give applicants a clear understanding of EDA's grant application process and decision-making process.

**For more information on how EDA can assist your community, please visit our website [www.eda.gov](http://www.eda.gov).**

**Additional questions?**

**Contact us at  
[grantimprovement@eda.doc.gov](mailto:grantimprovement@eda.doc.gov).**